

Constitution Review Addendum
Council, 2 December 2021

Following circulation of the report, a further amendment has been recommended. This relates to Part 3 Officer Scheme of Delegation, Human Resources, paragraphs 6.3-6.5 and 6.9. The amendments will include a requirement for the CFO to be consulted for any delegated decision relating to these.

Delegated function	Act(s)	Officer(s)	Consultation Required With	Non-Executive/ Executive Function
6.3 Move an existing Officer to a higher point within the existing grade, above a pay bar or above the maximum progression level	Local Government Act 1972	Relevant HOS	With the agreement of the HOS with responsibility for Human Resources	Non-Executive
6.4 Carry out grading reviews for existing posts and move a position to a different grade where justified	Local Government Act 1972	Relevant HOS	HOS with responsibility for Human Resources	Non-Executive
6.5 Approve payment of honoraria: I. In accordance with employment terms and conditions II. In excess of employment terms and conditions	Local Government Act 1972	Relevant HOS CE	With the agreement of the HOS with responsibility for Human Resources With the agreement of HOS with responsibility for Human Resources and the Chairman of the Employment Committee	Non-Executive
6.9 In relation to recruitment and retention of staff, where there is a need for considering market supplements in other areas, the agreed criteria be applied and, where a payment is warranted, approve accordingly (2003/04 Minute 222)	Local Government Act 1972	Relevant HOS	Chairman of the Employment Committee	Non-Executive